

Member
Attendees:

Cheryl Franzi	Voting Chair	916-651-7135	Cheryl.Franzi@cdva.ca.gov Homes
Sue Rose-Wilson	Resource	916-657- 0091	Sue.Rose-Wilson@cdva.ca.gov EEO
Michelle Boyer	Resource	916-653-2182	Michelle.Boyer@cdva.ca.gov Human Resources
Margaret Flores	Resource	916-651-9904	Margaret.Flores@cdva.ca.gov Health & Safety
John F. Jackson	Resource	916-653-1405	John.Jackson@cdva.ca.gov Legal
Margo Oakes	Voting Member	916-653-8000	Margo.Oakes@cdva.ca.gov Farm & Home
Hazel Phillips	Voting Member	707-944-4552	Hazel.Phillips@cdva.ca.gov Personnel
John Smith	Voting Member	619-205-1406	John.Smith@cdva.ca.gov Public Relations
Sharlene Goddard	Voting Member	760-252-6282	Sharlene.Goddard@cdva.ca.gov Personnel

Members who were unable to attend

Debra Lehr	Voting Vice Chair	916-503-8002	Debra.Lehr@cdva.ca.gov Farm & Home Adm.
Richard Wyatt	Voting Member	916-653-2201	Richard.Wyatt@cdva.ca.gov New Homes

MINUTES

Discussion:

1. CDVA DAC Mission Purpose and Fact Sheet used by CDVA DAC of former administrations reviewed and discussed in the context of the Governor's proposed executive order regarding the hiring of person with disabilities
2. Members introduced and committee member roles discussed
3. CDVA DAC Bylaws from two former administrations are available
4. A need for and methods to increase CDVA employee sensitivity to persons with self identified or a physician described disability were discussed and examples were sighted
5. A definition of disability was not submitted for discussion however, Hazel volunteered to share an operational definition that is used at VHY for their reasonable accommodation committee work
6. The Secretary's goal to hire new employees with disabilities was discussed and LEAP was described as one method the committee might recommend to accomplish this goal
7. The DAC chair proposed DAC rules of order.

Conclusions:

1. Members would benefit from a review of the draft of the proposed executive order
2. Non voting members are included in the list of attendees for this day's meeting
3. Bylaws of past administration DAC could be compared and edited for use for the current administration
4. Homes processes for addressing concerns of disabled employees include a reasonable accommodation committee at Yountville, an "ORP" at Chula Vista, a personnel officer consultation with EEO at Barstow and results of a survey completed at headquarters pertaining to identification of persons with disabilities in the event of a disaster and evacuation plan
5. An operational definition of a disability will be necessary for the CDVA DAC to approve and to improve representation of persons with disabilities within CDVA
6. The LEAP could be used as a method to improve recruitment of persons with disabilities to become employees at CDVA. Further clarification of the relationship of the LEAP to the process of employee recruitment is needed
7. DAC meetings will be every other month unless the committee believes the meetings should be more frequent. Every attempt will be made to have the DAC scheduled on a regular day of the month with regular and expected start and finish times. The DAC will need a co-chair. The DAC chair suggested that the committee rotate the job of taking minutes. The need for a Treasurer will be decided when or if the committee needs funds to operate special projects.

